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**WHEATLAND RURAL ELECTRIC ASSOCIATION
BOARD OF DIRECTORS OPERATING POLICY**


Subject: Distribution Line Extension		Policy No. 5
Original Issue Date: 10/30/1995	Date of Last review: 2/4/2011	Page 1 of 6

POLICY:

RESOLVED, by the Board of Directors, that:

A. General Provisions:

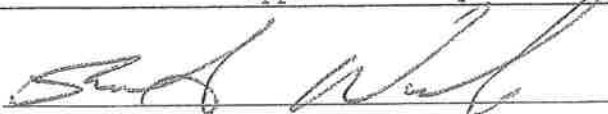
1. The Association's distribution system will be extended to supply new consumers or expanded to increase capacity for existing consumer/members depending on availability of capacity.
2. This distribution line extension policy does not apply to any customer taking service directly from the transmission system (34.5 KV or higher).
3. The cost of providing service to a load is the cost of the primary distribution system, transformer and secondary facilities required to serve the consumer. Cost includes, but is not limited to, cost of clearing rights-of-way, upgrade of joint-use facilities and providing additional facilities needed to supply power to the load.
4. Upgrade includes rephasing, installing larger conductors, strengthening feeder circuits and adding capacity to substations. Additional facilities include new distribution lines, and other facilities needed solely to provide service to this load. The customer is to pay these costs as hereafter provided.
5. The Association will extend its distribution system within its certificated area, with primary or secondary line, to serve new services/upgrade.
6. The Association will allow \$1,500.00 credit for a new single-phase service and \$3,100.00 credit for the construction of a new three-phase service. The consumer shall be responsible for all other cost, of any nature, related to the line extension. It is at the sole discretion of the Association whether to use primary or secondary line construction.
7. At the time that any person, firm, corporation, association, or body politic first contacts the Association seeking electric service, the prospective patron shall be informed in writing as follows:
 - a. That the customer shall not, under any circumstances, have the right to locate its facilities in such manner as to encroach upon the Association's legal right-of-way or to interfere in any way with the Association's operation.
 - b. The customer shall not locate its facilities, to be served by electricity, until the Association has completed a survey of Association's facilities has adequate capacity to serve the consumers planned electrical needs and has approved the connection of the service in writing.

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- c. A copy of this Operating Policy shall be given to each customer requesting a new or expanded service.
 - d. If the prospective customer fails to comply with the foregoing sub-sections a) and b), and all of the other applicable policies of the Association, the Association shall withhold electric service.
8. Distribution line extensions will be built underground, if requested by the member, but only if both of the following conditions are met:
- a. Underground construction is plausible and will not exceed the operational constraints of the Association; and
 - b. Consumer bears total expense of the project.
9. Applicant and Association personnel shall hold a site meeting before construction to determine the proper routing of the proposed distribution line and whether it will be constructed overhead or underground. The Association, however, retains the sole discretion as to the ultimate point of origin, line routing, etc., and whether the construction will be overhead or underground.
10. The Line Superintendent or Assistant Line Superintendent will produce a written summary of the substance of all site meetings which shall outline any agreements reached between the Association and the consumer. This summary shall take the form of a letter or written agreement.
11. Consumer shall bear the responsibility to keep the site route and surrounding area free of all obstructions, including, but not limited to trees, buildings, wells, etc. Failure to do so will result in the obstruction(s) being moved from the premises by the Association, at Consumer's expense.
12. The Association shall provide transformer (UP TO 150 KVA AND STANDARD VOLTAGE), meter loop, meter and labor to install equipment for an up-rated service. The consumer shall pay for all material, etc. Service up-rates requested prior to the termination of the five-year contract shall be at 100% consumer cost.
13. The maximum motor size for use with a shingle-phase to three-phase converter is 30 hp. Converters must meet, as a minimum, the requirements of Section 10 "Recommended Practices for individual Consumers" of the IEEE Standard 519-1998 "IEEE Recommended Practices and Requirements for Harmonic Control in Electrical Power Systems". Appropriate starting control devices for motors must be installed. Any proposed motor/converter application will require a study at the Consumer's expense to determine whether more stringent size and performance limitations would be required on an application-specific basis.

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If the consumer use of the motor/converter has an abnormal effect on system voltage or current flow (as determined by the Association), the consumer shall be required to install such equipment as to correct the problem within 90 days after notification; or the Association may either install such equipment to correct the problem at the expense of the consumer, or disconnect such consumer in order to protect the quality of Electric Service to other existing consumers and the Association's electrical system.

The Association may install a meter that has the capability to record any harmonic distortions placed on the Association's electrical system. Such meter shall be at the expense of the Consumer desiring to utilize a phase converter.

B. PERMANENT SERVICE:

Permanent Service is defined as service to loads of a permanent nature with contracts for service for a term of not less than five (5) years.


1. Cost Estimates.

A minimum of One hundred ten dollars (\$110.00) to perform a cost estimate of the project. The above amount will be applied to the total cost of the job to be done.

1. An additional amount may be required to stake and to do any and all preliminary survey and legal work needed to perform the cost estimate.

All of these deposits will be applied to the actual cost of construction upon completion. If the actual costs to perform the estimate are less than deposit(s) tendered, the Association shall remit the same to the consumer, after all costs for the permanent service have been paid in full. Otherwise, all deposits will be retained by the Association. Cost estimates will only be valid for thirty (30) days.

- b. Prior to commencement of construction, the applicant shall pay the estimated cost of construction, less the estimate cost (\$110), less the cost of the meter, meter loop and transformer (up to 150 KVA and standard voltage) costs unto the Association.
- c. All deposits and advances shall be made by the consumer prior to the commencement of construction.

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2. Contracts.

Prior to the commencement of construction, the applicant will have a membership on file with Wheatland Rural Electric Association. The applicant shall sign all necessary contracts that are required by the Association for a new service.

3. Easements.

Prior to the commencement of construction, a metes and bounds description for the right-of-way easement will be procured, signed and filed at the appropriate county court house for the line to be constructed. The association will hire a licensed surveyor to do the necessary easement work. All costs associated with the easement procurement and filing will be borne by the Consumer

C. TEMPORARY SERVICE.

Temporary service is defined as a service that will be active for a very short period of time (Less than five years).

1. The applicant prior to commencement of any construction will advance an amount equal to the Association's estimated total cost of providing and removing the service, less salvage value, which shall be non-refundable.
2. The cost of providing additional capacity to these installations shall be borne solely by the individual requesting such services and shall be paid prior to commencement of construction.

D. ADVANCEMENT OF FUNDS.


Advancement of funds by the applicant does not bear interest and the ownership of the installed distribution line and all associated equipment shall always be vested and remain with the Association.

E. MINIMUM CHARGES.

Minimum charges under this policy will conform to the appropriate published tariff.

F. RECORDING OF CONTRACTS.

All service contracts, dealing with new services made under this policy shall be recorded in the Office of the County Clerk.

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G. SUPPLYING FACILITIES.

All facilities required to furnish electric service to the meter will be constructed by the Association or a qualified electrical contractor approved by the Association. All facilities will remain the property of the Association regardless of who constructs the same.

H. DISCONNECTS.

Applicant will provide a code approved outdoor disconnect below the meter on all single phase services above 200 Amp. /or above 240 Volt and all three phase services.

I. NEW SERVICES BEYOND POINT OF ATTACHMENT

The member is required to pay all costs for new service extending from the point of attachment to the point or points of energy utilization. The Association's facilities stop at the point of attachment.

J. PLANNED DEVELOPMENT

All planned development served by the Association shall be under the following regulations:

- 1) A Planned Development and/or Subdivisions generally means the division of lot, tract, parcel, or unit, regardless of size, into two or more lots, plots units, sites or other subdivisions of land or division thereof, for the immediate or future purpose of sale, building development, or re-development.
- 2) The primary underground or overhead facilities required by the Association to serve such planned development shall be at the cost of the developer.
- 3) Before any cost estimate in a planned development can be completed, as a minimum,
 - A. The development must have all lots, roads and structures placed on an approved Plat map; properly recorded in the appropriate county in the State of Wyoming.
 - B. The developer shall have all surveys completed with all lot pins and roads clearly marked.
 - C. The Association may receive additional information from the developer
- 4) Before any construction of underground distribution lines begins, the developer shall notify the Association in writing that all grades and grading are complete in said planned development. Any grading done after completion of installation of underground line that shall in any way diminish standard depth of conductors or in any way endanger the life or property

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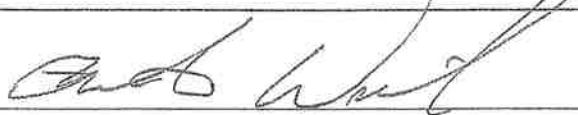
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of any individual shall be the responsibility of developer. Developer shall pay for re-installation or any change to put power lines back in safe condition. Said work to be done by Association personnel or their contractors. NESC, R.U.S. specification for underground distribution governs all installations.

RESPONSIBILITY:

The General Manager shall be responsible for the execution of this policy.

 _____, Secretary	Date <u>2/4/2011</u>
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